

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

TOWN OF WARRENTON

"Historically Great - Progressively Strong"

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MINUTES OF REGULAR MEETING OF BOARD OF COMMISSIONERS JULY 13, 2015

Those attending were: Mayor Walter Gardner
Commissioner Palmer "Woody" King
Commissioner Mary Hunter
Commissioner Kimberly Harding
Commissioner William "Tom" Hardy
Robert Davie, Town Administrator
Goble Lane, Police Chief
Jennifer Harris, Warren Record
William Perkinson, Public Works
Annette Silver, Minute Taker

Absent were Commissioners George "Al" Fleming, John Mooring and Margaret Britt.
There were 3 citizens present.

Call to Order/Minutes/Agenda

Mayor Gardner called the regular monthly meeting of the Town of Warrenton to order at 7:00pm. Those attending were asked to observe a moment of silence remembering our Town families with family deaths as well as the less fortunate. Commissioner Hunter led the Pledge of Allegiance. The Proposed Agenda was presented with motion to approve made by Commissioner Hardy and second by Commissioner King. The motion was approved by a unanimous vote.

Conflict of Interest Statement and Citizen Comment Rules

Mayor reiterated the Conflict of Interest. Robert Davie read the Citizen Comment Statement.

Public Comments

Public Comments were voiced by Mrs. Debbe Speer. Mrs. Speer voiced concerns over the Town's consideration of the State Inmate Labor Program, first because inmates would not be supervised by guards and because of the elderly population living alone. Mayor stated the program has been used before in Warrenton and the supervision matter will be covered later in meeting. Mayor thanked Mrs. Speer for her concern.

Consent Agenda

The Consent Agenda was presented.

- (a) Minutes of Board Meeting June 8, 2015, Minutes of Public Hearing June 8, 2015
- (b) Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
- (c) Monthly Checks Report
- (d) Public Works Monthly report
- (e) WWTP Monthly Report
- (f) Police Activity Report

Commissioner Hunter made a motion to approve Consent Agenda with second by Commissioner King. The motion was approved by a unanimous vote.

Committee Reports

Finance and Administration

Commissioner Hunter reported, in addition to written report, that the Town Administrator has information for Board to be given later in the meeting.

Public Works

Commissioner Harding and Public Works Director had no report in addition to written report.

Human Resources/Information Technology

In absence of Commissioner Fleming, Mayor stated things were going well.

Revitalization/Historical

Commissioner King had no report from Historical District Commission. Revitalization Committee year-end report shows that \$5400 was raised (\$1900 more than budget called for) and spent \$5600 ((\$2100 more than budget called for); overall \$181 was over spent for year. All agreed the \$181 amount was money well spent and had impacted Town businesses. Reminder dates: Revitalization Meeting July 21, 2015, Historic District Commission Meeting July 27, 2015, Harvest Market October 10, 2015, Fright Night October 24, 2015, Town Cafe' November 17, 2015.

Public Safety

Commissioner Hardy and Police Chief Lane stated in addition to written report a new officer has been hired. Also, Infinite Possibilities, a domestic violence service, is hosting an awareness event on courthouse square Saturday, July 18, 2015. Lane reported this is a needed service for area. Mayor reported Fire Department has been quiet.

Beautification/Facilities

In absence of Commissioner Britt it was reported that repairs needed on sidewalks and potholes would be planned shortly using FY 2015-16 Powell Bill funds.

Planning/Zoning/Annexation

In absence of Commissioner Mooring no report was given.

Old Business

The Planning Board meeting has been re-scheduled for Friday, July 17, 2015.

Town Administrator gave Board a budget update showing a projected \$55,000 surplus for the General Fund Account due to increases in ad valorem, sales and utility tax receipts. The Town Administrator noted that an adjustment to fund balance is required by the auditor and LGC to reconcile the Town's financial software with the Town's bank account, a problem that goes back over fifteen years. The adjustment will reduce fund balance by approximately the same amount of contribution into fund balance for FY 2014/15. Davie noted that fund balance contributions in the prior two years were \$48,000 and \$130,000 respectively. Davie expects that Fund 38 (Water Sewer Fund) will contribute approximately \$20,000 to W/S fund balance and Fund 39 will be breakeven as per the agreement between the county, Norlina and the Town.

Zoning ordinances are being updated through the Kerr-Tar COG, with a presentation scheduled for the August BOC meeting. Davie submitted a request to re-apply for NEA Our Town Grant (projecting digital images onto the courthouse). Commissioner King made the motion with second by Commissioner Hardy to allow Administrator to re-apply for NEA Our Town Grant 2016. The motion was approved by a unanimous vote.

New Business

Police Chief Lane submitted a Resolution for Mutual Assistance with law enforcement for the Town of Norlina. A motion was made by Commissioner King with second by Commissioner Hardy to approve Resolution. The motion was approved by a unanimous vote. Also, Chief Lane submitted a copy of the Police Audit Report done June 26, 2015 (the last audit was done in

1999). A letter submitted by Robert V. Beck, II - Field Services Coordinator, gave Chief Lane and staff high marks on cooperation and files. Chief Lane and staff were complimented on job well done.

A letter was presented from Mrs. Dorothy Bennett, living at 211 W. Ridgeway Street, requesting that the Town look into the speeding traffic along Ridgeway Street. The Board discussed the timing of the traffic light at Brehon Street and Ridgeway Street as a solution, as well as reducing the speed limit. Other areas and entrances into town were highlighted as possible areas for reducing the speed limit. Lane stated a speed study has not been done in Warrenton and suggested a request for such from DOT. This would be helpful in justifying and changing speed limits. Mayor stated that most speed limits are set by DOT, because Main and Ridgeway Streets are state highways (158 and 401). A request will be sent to DOT for speed limit changes and survey.

Mayor presented information concerning State Inmate Labor Program, which would assist the streets department in general grounds maintenance. Several questions were asked concerning program;

Commissioner Hardy - Does Town have available transportation for such? Will Sheriff Department assist in transportation? Who will supervise inmates? Will that person be compensated?

Commissioner Harding - What are inmates allowed to do?

Commissioner King - Is a part-time person planned to be added to Public Works?

Public Works Director - A portable potty will be needed.

Mayor suggested that the item be reconsidered at the August meeting to allow for gathering of additional information.

Announcements

Filing for municipal race ends Friday, July 17, 2015 at noon.

With no further business, meeting adjourned.